

Monthly Benefit Accrual Enhancement Information Sheet

Overview

Due to changes in Union-mandated maximum accrual balances, an enhancement to the Monthly Benefit Accrual process provides integration with the Payroll System. This enhancement insures that the monthly Staff Attendance is finalized when the employee benefit accrual balances are compared to Union-mandated maximum accrual balances. If an employee's accrual balance is greater than the maximum allowed, the overage is dropped.

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TOWN OF ENFIELD				
Monthly List Of Employees w/ Negative Accruals				
Due To Their Balance Exceeding Their Maximum				
As Of 30-Sep-2004				
EMPLOYEE NAME	DATE	ACCRUAL TYPE	HRS/MIN	
9999999 XXXXXX, XXXXXX X	01-Oct-2004	Vacation	-1 -55	
TOTAL: 1				

Prior to this integration, the Monthly Benefit Accrual process ran on the 1st of each month independently of the Payroll System. The HR Specialist was required to monitor and sometimes adjust Monthly Staff Attendance Benefit Accruals for employees with Benefit Accrual balances close to or over the Union-mandated maximums.

The integration of the Monthly Benefit Accrual process benefits the HR Department by eliminating the monitoring and adjustment of the Benefit Accruals by the HR Specialist.

Highlights

- Monthly Benefit Accrual monitoring and adjustments are no longer necessary.
- The Monthly Benefit Accrual process produces a report of overages and adjustments made to employee benefit accruals.

Interaction with Other Systems

- The Payroll System uses the authorized HR Staff Attendance Entry data to build the timesheet file used for payroll calculation.
- The Payroll System triggers the Monthly Benefit Accrual adjustment process when the ending pay period contains the last day of the month.

Project Details

- Project# 04-74
- Finalization 10/5/2004